



City of Sandy

Agenda

Parks & Trails Advisory Board Meeting

Meeting Location: City Hall- Council Chambers, 39250 Pioneer Blvd., Sandy, Oregon 97055

Meeting Date: Wednesday, December 19, 2018

Meeting Time: 7:00 PM

Page

1. ROLL CALL

2. PUBLIC COMMENT

3. CHANGES TO THE AGENDA

4. NEW BUSINESS

4.1. SE Ponder Lane Proposed Subdivision 4 - 10

ASK Engineering proposed a 95-lot development south of the Nicholas Glenn Subdivision. The proposal includes a 53,467 SF (1.23 acre) park which accommodates the required parkland dedication (95 units x 3 persons/unit x .0043 = 1.23 acres). At this stage the Board shall discuss the proposed parkland dedication and make a formal recommendation on whether the City should ideally require parkland dedication or a fee-in-lieu. Should the applicant choose to make a formal application additional criteria will be required and provided to the Board for further analysis.

Staff recommends the Parks and Trails Advisory Board (PTAB) make a recommendation on whether the proposed subdivision should be required to dedicate parkland or it is acceptable to receive a fee-in-lieu of the required dedication. Additionally, staff recommends the PTAB include any formal comments they wish to be submitted to the applicant.

[Ponder Lane Proposed Development](#)
[Ponder Lane Pre-app Nov 2018](#)

4.2. Sandy Bluff Tract M Acquisition 11 - 14

The owners, Holt Distressed Property Fund, of Tract M within Sandy Bluff Sub. 6 would like to know if the City would like to be transferred this 2.20 acre tract of land

with no consideration as it has no value to their organization.

Staff recommends the Parks and Trails Advisory Board make a formal recommendation on whether the City should accept or reject the transfer of Tract M of the Sand Bluff 6 Subdivision.

[Tract M](#)

4.3. Board Discussion Regarding Existing Findings:

The intent of this exercise is to get all Board members up-to-date on the Board's findings and to set up the opportunity for the Board to work together to document these findings for staff and ultimately City Council. As previously discussed, staff's goal with regards to the parks master planning is to provide City Council with the perspectives of the Board, public as well as staff. While many planning efforts have been made by the Board, new members have joined as well as new staff has been hired therefore discussion and final determination of the Board's recommendations is important. At this time staff would like the Board to discuss their current findings in order to ensure all members, new and seasoned, are up to date on the existing findings. From there it will set up the opportunity for the Board to summarize and document the existing findings for City Council consideration in the near future.

While staff ultimately wants the conversation to be that of the Board's, it is suggested that the Board determine a schedule of topics to discuss in order to ensure all topics are discussed and recommendations are documented (IE discuss specific topics such as locations, amenities needed, policy improvements, specific goals etc. and document the Board's current recommendations). The goal is to have a consolidated document to present to the City Council for consideration.

5. OLD BUSINESS

6. STAFF UPDATES

6.1. **City Council Update on Parks Master Planning:**

15 - 18

James Cramer provided City Council with the attached update at the December 3, 2018 council meeting. After testimony from Kathleen Walker (see attached) and discussion it was suggested by City Manager, Kim Yamashita, to reach out to a consultant from the organization 110 Percent who specializes in recreation planning to potentially host a workshop with council, staff and the Board to assist in managing expectations and provide direction. Efforts have been made to contact the representatives and will continue to be made, stay tuned.

[City Council Parks and Trails Master Planning Update Letter to Council](#)

6.2. **Barlow Trail Monument Sign repair:**

Bethany Shultz informed staff the repair on the monument had not begun. Joe Preston confirmed on 12/11/18 the repairs would begin that week or the following week if weather did not permit. Staff asked Bethany to keep them posted on the

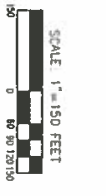
progress and they would be sure to follow up.

7. CONSENT AGENDA

- | | | |
|------|--|---------|
| 7.1. | October 17, 2018 Meeting Minutes | 19 - 27 |
| | Parks & Trails Advisory Board Meeting - 22 Aug 2018 - Minutes - Pdf | |
| | Parks & Trails Advisory Board - 17 Oct 2018 - Minutes - Pdf | |
| | Parks & Trails Advisory Board - 17 Oct 2018 - Minutes - Html | |
| 7.2. | August 22, 2018 Meeting Minutes | 28 - 33 |
| | Parks & Trails Advisory Board Meeting - 22 Aug 2018 - Minutes - Pdf | |
| | Parks & Trails Advisory Board Meeting - 22 Aug 2018 - Minutes - Html | |

8. ADJOURN

DISCLAIMER
 1. PROPERTY LINES AND RIGHT-OF-WAY LINES ARE BASED ON GIS INFORMATION AND ARE CONSIDERED APPROXIMATE.
 2. NO TITLE RESEARCH HAS BEEN DONE AT THIS TIME.
 3. NO BOUNDARY OR ENCUMBRANCE SURVEY HAS BEEN CONDUCTED AT THIS TIME.
 4. THIS MAP IS FOR FEASIBILITY PURPOSES AND DOES NOT REPRESENT A PROPERTY BOUNDARY SURVEY.



REVISIONS	
DATE	DATE
BY	BY
CHKD BY	CHKD BY
DATE	DATE
PROJECT NO.	7107
SHEET	1

VICINITY SITE MAP

PONDER LANE

SANDY
 TAX LOTS 800, 801, 802, 803 & 804

OREGON
 CLATSOP COUNTY TAX MAP 25 4E 23

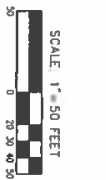
AKS ENGINEERING & FORESTRY, LLC
 12955 SW HERMAN RD STE 100
 TUALATIN, OR 97062
 P: 503.563.6151
 F: 503.563.6152
 aks-eng.com

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2. NO DUE DILIGENCE HAS BEEN DONE AT THIS TIME TO DETERMINE IF ANY EASEMENTS OR RIGHTS HAVE BEEN PERFORMED AT THIS TIME.
3. THIS MAP IS FOR EASEMENT PURPOSES AND DOES NOT REPRESENT A PROPERTY BOUNDARY SURVEY.
4. CONTOURS ARE SHOWN AT 1' CONTOUR INTERVAL AND BASED ON LIDAR DATA FROM NOAA.



TAX LOT 8100 TAX MAP 25 4E 100C	TAX LOT 5300 TAX MAP 25 4E 100C	TAX LOT 5200 TAX MAP 25 4E 100C	TAX LOT 5400 TAX MAP 25 4E 100C	TAX LOT 5500 TAX MAP 25 4E 100C	TAX LOT 5600 TAX MAP 25 4E 100C	TAX LOT 5700 TAX MAP 25 4E 100C	TAX LOT 5800 TAX MAP 25 4E 100C	TAX LOT 5900 TAX MAP 25 4E 100C	TAX LOT 6000 TAX MAP 25 4E 100C	TAX LOT 6100 TAX MAP 25 4E 100C	TAX LOT 6200 TAX MAP 25 4E 100C	TAX LOT 6300 TAX MAP 25 4E 100C	TAX LOT 6400 TAX MAP 25 4E 100C	TAX LOT 6500 TAX MAP 25 4E 100C	TAX LOT 6600 TAX MAP 25 4E 100C
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**PRELIMINARY EXISTING
CONDITIONS PLAN**

SANDY
TAX LOTS 800, 801, 802, 803 & 804

PONDER LANE

OREGON
CLATSOP COUNTY TAX MAP 25 4E 23

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ISSUED BY: _____	DRAWN BY: _____	CHECKED BY: _____	DATE: 10/23/2018
JOB NUMBER: 7107	SHEET: 2		

DISCLAIMER

- PROPERTY LINES AND RIGHT-OF-WAY LINES ARE BASED ON GDS INFORMATION AND ARE CONSIDERED APPROXIMATE.
- NO RIGHTS OR EASEMENTS HAVE BEEN DONE AT THE TIME OF THIS SURVEY OR THROUGHOUT THE SURVEY HAS BEEN PERFORMED AT THIS TIME.
- THIS MAP IS FOR FEASIBILITY PURPOSES AND DOES NOT REPRESENT A PROPERTY BOUNDARY SURVEY.
- COMMENTS ARE SHOWN AT 1" CONTOUR INTERVAL AND BASED ON LIDAR DATA FROM HOOLA.

DENSITY CALCULATIONS

SPR ZONE: AUSA - 23.14 AC
 GROSS AREA: 23.14 AC
 NET AREA: 18.14 AC
 ROW RESTRICTED DEVELOPMENT: 4.41 AC
 HSA (NET SITE AREA) = GROSS AREA - ROW AREA
 USA (USABLE SITE AREA) = HSA - ROWA
 3 UNITS PER ACRE MAXIMUM
 30 UNITS PER ACRE MAXIMUM

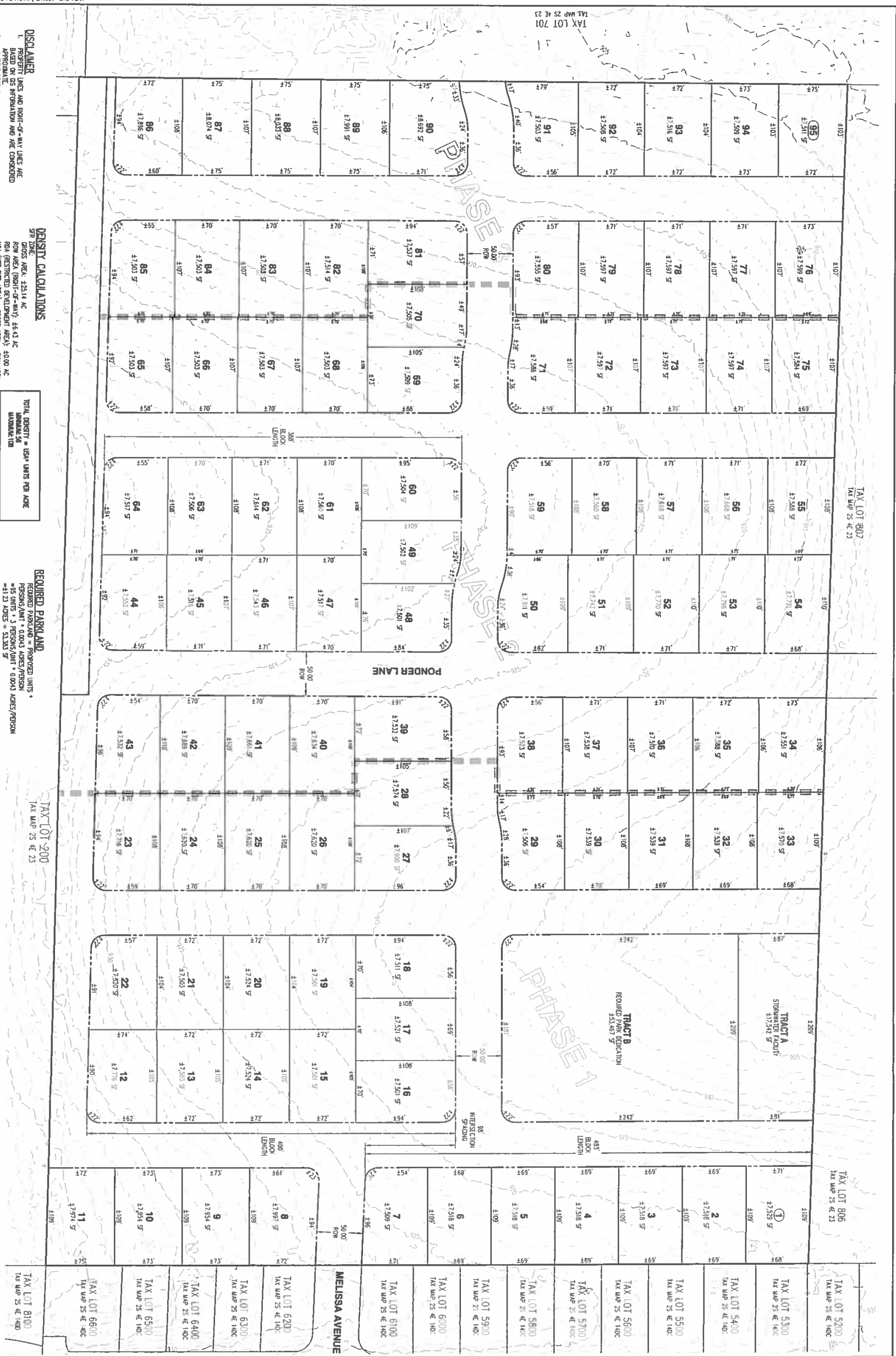
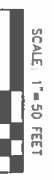
TOTAL DENSITY = 654 UNITS PER ACRE
 MAXIMUM: 100

REQUIRED PARKLAND

REQUIRED PARKLAND = PROPOSED UNITS * PERSONS/UNIT * 0.0043 ACRES/PERSON
 = 65 UNITS * 3 PERSONS/UNIT * 0.0043 ACRES/PERSON
 = 8.42 ACRES = 363,833 SF

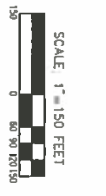
TAX LOT 200
 TAX MAP 25 4E 23

TAX LOT 8100
 TAX MAP 25 4E 100



<h2 style="margin: 0;">PRELIMINARY SITE PLAN</h2> <p style="margin: 0;">SANDY OREGON</p> <p style="margin: 0; font-size: small;">TAX LOTS 800, 801, 802, 803 & 804 CLACKAMAS COUNTY TAX MAP 25 4E 23</p>	<h2 style="margin: 0;">PONDER LANE</h2> <p style="margin: 0;">TAX LOTS 200, 500, 600, 6100, 5910, 6000, 5800, 5700, 5600, 5500, 5400, 5300, 5200, 8100, 8000, 7900, 7800, 7700, 7600, 7500, 7400, 7300, 7200, 7100, 7000, 6900, 6800, 6700, 6600, 6500, 6400, 6300, 6200, 6100, 6000, 5900, 5800, 5700, 5600, 5500, 5400, 5300, 5200, 5100, 5000</p>	<p style="margin: 0; font-size: x-small;">AKS ENGINEERING & FORESTRY, LLC 12955 S.W. HERMAN RD. STE 100 TUALUM, OR 97062 P 503.563.6151 F 503.563.6152 e aks@eng.com</p> <p style="margin: 0; font-weight: bold; font-size: large;">AKS</p> <p style="margin: 0; font-size: x-small;">ENGINEERING · SURVEYING · NATURAL RESOURCES FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE</p>
DESIGNED BY: CDR DRAWN BY: CDR CHECKED BY: CDR DATE: 10/25/2018	<p style="margin: 0;">JOB NUMBER 7107</p> <p style="margin: 0;">SHEET 3</p>	

DISCLAIMER
 1. PROPERTY LINES AND RIGHT-OF-WAY LINES ARE BASED ON GPS INFORMATION AND ARE CONSIDERED APPROXIMATE.
 2. NO FIELD RESEARCH HAS BEEN DONE AT THIS TIME.
 3. NO BOUNDARY SURVEYING OR ADJACENT SURVEYS HAS BEEN PERFORMED AT THIS TIME.
 4. THIS MAP IS FOR FEASIBILITY PURPOSES AND DOES NOT REPRESENT A PROPERTY BOUNDARY SURVEY.



**PRELIMINARY SITE PLAN
 WITH AERIAL PHOTO**

PONDER LANE

SANDY
 TAX LOTS 800, 801, 802, 803 & 804

OREGON
 CLACKAMAS COUNTY TAX MAP 25 4E 23

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DESIGNED BY	CLB
DRAWN BY	CLB
CHECKED BY	CLB
DATE	10/25/2018
REVISIONS	
JOB NUMBER	7107
SHEET	4

PRE-APPLICATION CONFERENCE NOTES

Project Name: Ponder Lane 95 Lot Subdivision

Pre-Application Conference Date: November 20, 2018

Applicant Name: Allied Homes & Development/AKS Engineering

Staff: Emily Meharg, James Cramer, Kelly O'Neill Jr., Thomas Fisher, Mike Walker, Greg Brewster
ODOT staff: Marcela Rodriguez

PLANNING DEPARTMENT REVIEW

Sandy Development Code: Sandy Development Code Sections 17.12 Procedures for Decision Making; 17.18 Processing Applications; 17.22 Notices; 17.30 Zoning Districts; 17.34 SFR Single Family Residential; 17.80 Additional Setbacks on Collectors; 17.82 Special Setbacks on Transit Streets; 17.84 Improvements Required with Development; 17.86 Parkland and Open Space; 17.92 Landscaping and Screening; 17.98 Parking, Loading and Access Requirements; 17.100 Land Division; and 17.102 Urban Forestry.

***Caveat:** This analysis includes a review of those code sections that may conflict with the proposed design as submitted. This review is not intended to be a comprehensive analysis of all applicable code sections nor shall this review nullify code requirements that are determined necessary during land use review.*

Access and Utilities

- Proposal will require a second access. Melissa Avenue serves as the sole outlet for an existing 167-lot development. Based on ITE trip generation for a single-family dwelling the average daily traffic (ADT) on Melissa Avenue between Solso Court/Solso Drive and Dubarko Road is 1,578. The acceptable ADT range for local streets in the Sandy TSP (Chapter 3, page 17) is 800-1,000. The existing ADT is nearly double the minimum value in the range and more than 1.5 times the maximum value. Public street ingress and egress to/from the site other than Melissa Avenue will be required. Options include extending Gunderson Road to Highway 211, or connecting to Highway 211 towards the east/south via an extension of Arletha Court or Village Boulevard. All new traffic will need to be accommodated by the new access to Highway 211.
- The Transportation System Plan (TSP) shows Gunderson Road (minor arterial) along the south edge of the subject property. Gunderson Road will need to be constructed (1/2 street improvements if it's not going to be used as the primary access; 3/4 street improvement or full street improvement if it will be used as the primary access).
- Gunderson Road requires 100 feet of tangent alignment perpendicular to the intersection with Highway 211. Minimum centerline radius for an arterial street is 500 feet. ODOT will also review the proposed alignment.
- A 20 foot setback will be required for houses along Gunderson Road and houses would have to orient towards Gunderson Road, with a walkway connecting the front door to the sidewalk.
- Proposed 98 foot intersection spacing between Melissa Avenue and western N-S street will not work. The minimum required intersection spacing is 150 feet. Melissa Avenue could also be extended to the south and could then curve towards the west after extending it south across the northernmost intersection, but 50 feet of tangent alignment perpendicular to the intersection of Melissa Avenue and the northernmost E-W street will be required.
- Block length variance needed for the proposed 483 foot length block. This block length is not of the applicant's making. A second variance would be needed for the south side of the block if you choose to curve Melissa Avenue without adding another N-S street to the west of Melissa Avenue.
- All street improvements shall extend to the property boundary. Sidewalks along Tracts A and B will need to be completed prior to final plat. Parks Board input on Tract B needs to occur.
- Future street plan will be required for adjacent properties within 400 feet of the subject site.
- Submit a traffic analysis (TIA); confirm scope with City, County, and ODOT.
- VNAR along Gunderson Road.

- 6 foot sidewalk and 5 foot planter strip required on Gunderson Road; 5 foot sidewalks and 5.5 foot planter strips required on all other streets.
- Consult with the Sandy Fire Marshall regarding sprinklers and/or fire turnaround requirements (one or the other will be required for any dead-end streets over 150 feet).
- Tract A will require some landscape screening to make the stormwater pond more aesthetically appealing from the road and adjacent properties.
- Water: The development (167 SFD) to the north is served by a single 8-inch diameter water line. The applicant will be required to demonstrate that sufficient capacity exists or can be provided to serve the subject site and provide adequate fire and domestic flow.
- Sewer: The existing development to the south is served by a public sewage pump station. If the entire subject site cannot drain to existing sewers in Melissa Avenue or Rachael Drive, an analysis demonstrating that the existing pump station and force main have sufficient capacity to serve existing and proposed development in the contributing basin will be required.
- There is an 8-inch diameter dry sewer at the intersection of OR-211 and Arletha Court with an IE out elevation of 934.78. It is intended that any sanitary sewers through the subject site shall be able to connect to the existing dry sewer and allow it to drain to the existing MH at the intersection of Melissa Avenue and Rachael Drive at elevation 914.55.

Planning Items

- Need to submit a parking plan showing driveway and on-street parking locations (also include mailbox locations, hydrants, street lights, and street trees). At least one (1) on-street parking space is required within 200 feet of each dwelling. Parking requirements will need to be met for each phase individually.
- Parkland dedication is required at 1.23 acres, as calculated on submitted plan (95 units x 3 persons/unit x .0043 = 1.23 acres). Parks Board input needed on Tract B proposal. At the City's discretion, the City may accept or require payment of a fee-in-lieu of parkland dedication. The parks fee-in-lieu would be approximately \$296,430 (95 units x 3 persons/unit x .0043 = 1.23 acres x \$241,000/acre = \$296,430), if paid in full before plat. If a portion of the fee is deferred, Resolution 2013-14 specifies a per acre fee of \$265,000. Based on this method, the parks fee-in-lieu would be \$325,950 (1.23 x \$265,000). A minimum of 50 percent (\$162,975) would be required to be paid prior to final plat approval and the remaining 50 percent (\$162,975) would be divided between the 95 lots (\$1,715.53 per lot).
- Emergency services requests that proposed street names are like street names in the surrounding vicinity. The Planning Department has final authority on street names.
- Submit Flood and Slope Hazard (FSH) analysis to define restricted development areas or determine that there aren't any steep slopes or wetlands/creeks. It appears there may be a drainageway across the property that drains to the Bull Frog Reservoir to the west.
- There do not appear to be many, if any, trees on the property; however, there may be some along the edges. An arborist report will be required for any trees on the property that are 8 inches or greater DBH (6 inches and greater DBH in any restricted development areas), and shall include species, location, and condition. Tree retention at a minimum of 3 trees per acre requires retention of at least 75 trees 11" DBH or greater and in good health. Significant trees (~8-inches DBH or greater) shall be preserved to the greatest extent practicable. If there are fewer than 75 trees located on the property, all healthy trees shall be retained or a variance will be required.
- Tree protection fencing will need to be installed 5 feet beyond dripline of required retention trees as well as offsite trees that have a tree protection area (5 feet beyond dripline) that overlaps with the subject property.
- Submit a street tree plan for all streets. Final species are selected by the Planning Department. We will not accept maples or ashes in this subdivision due to concerns with Asian Longhorn Beetle (ALB) and Emerald Ash Borer (EAB), and due to the city's goal of achieving more tree diversity in Sandy.
- Submit a phasing plan with projected timeline for each phase.

Application Process: Type III Subdivision review (\$3,210 plus \$86 per lot) with requested Variances/Adjustments (\$1,070 per variance), Type I Tree Removal Permit (if fewer than 50 trees are removed from the property and all eligible retention trees are retained (\$100); otherwise Type III (\$430)). Third-party traffic review fee required (\$1,500). Possible third-party arborist review fee.

Projected Processing Steps:

- Submittal Requirements: signed land use application form, fees (including third-party review fees), notice list and labels for 300 feet (500 feet if land use application is submitted after December 5, 2018 due to a code modification), narrative, density calculations, tentative plat, utility plan, on-street parking plan, grading and erosion control plan, arborist report and tree inventory, tree plan, future street plan, traffic analysis, stormwater analysis, FSH analysis, fire & domestic flow analysis, sewer/pump station analysis. See requirements lists: <https://www.ci.sandy.or.us/Planning-Requirements/>
- Staff reviews for completeness (30 days max.), if determined incomplete then the applicant submits additional information as required, staff then reviews for completeness again, if the application is deemed complete then the application is processed. ***For completeness review just send one copy of all materials.***

Tract M



Google Earth

© 2018 Google

TENTATIVE PLAN

OWNER/APPLICANT: AJ LAND COMPANY
 P.O. BOX 189
 BORING, OR 97009
 503-855-5005

LOCATION: WEST OF JEWELBERRY AVE.
 SOUTH OF GOLDENRAIN ST.

LEGAL: PORTIONS OF T2S, R4E, SEC.11, TL 3300
 SEC. 11DB, TL 13500

ZONING: R-1, LDW DENSITY RESIDENTIAL
 SFR, SINGLE FAMILY RESIDENTIAL

SITE SIZE: TOTAL PHASE B: 482,897 SF
 SFR AREA: 141,601 SF
 R-1 AREA: 321,298 SF
 WETLAND AREA: 49,381 SF
 WETLAND SETBACK AREA: 41,887 SF
 UNRESTRICTED DEV. AREA: 354,407 SF
 RESTRICTED DEV. AREA: 6,189 SF
 TOTAL LOT AREA: 280,165 SF

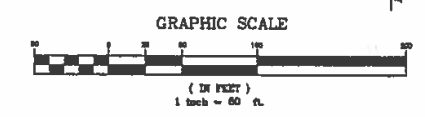
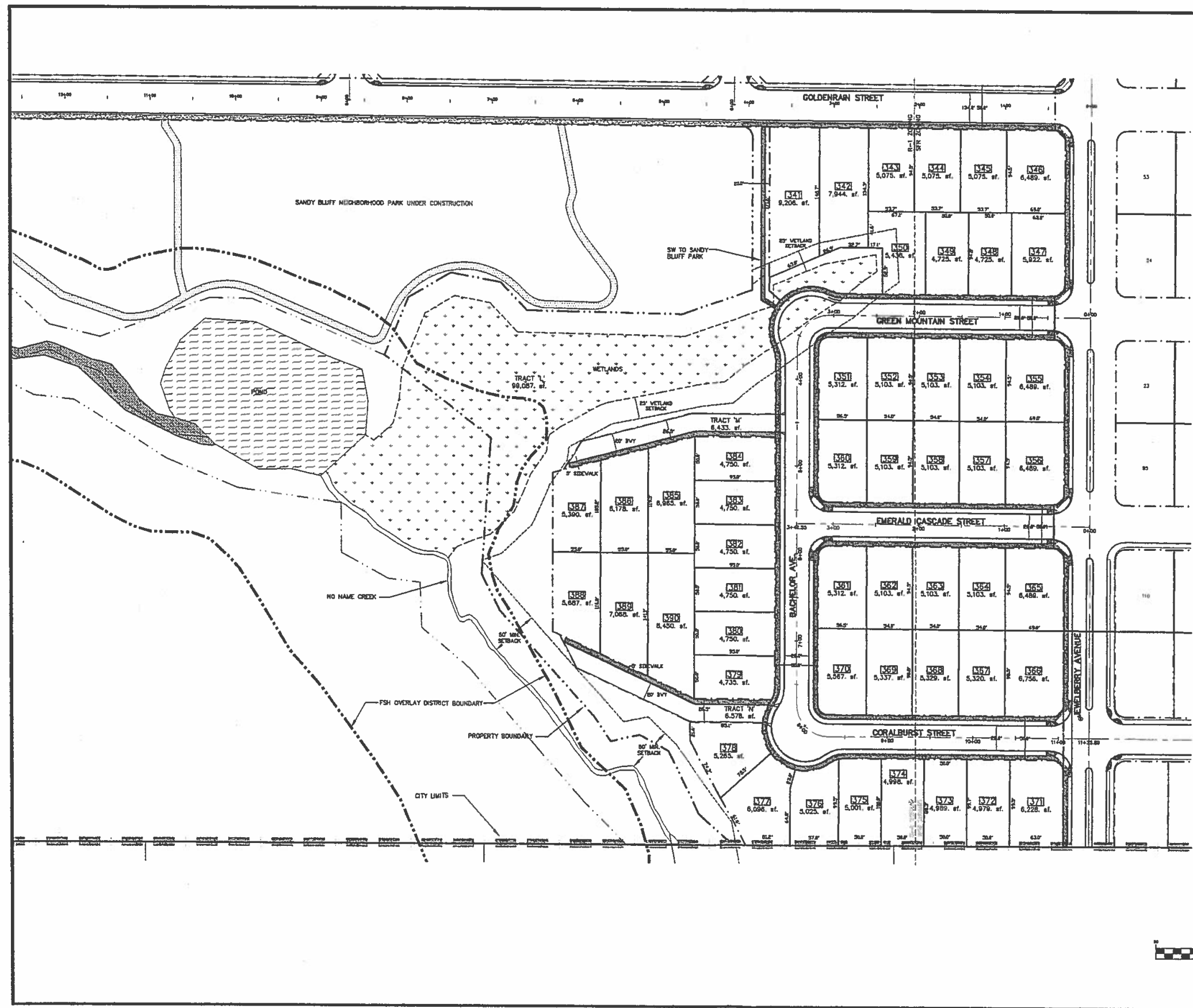
REVISIONS	BY

SANDY BLUFF 6

AJ LAND COMPANY

Site Layout

Exhibit I
 File No. 05-008 SUB



SISUL ENGINEERING
 5776 FORESTLAND AVENUE
 CLATSOP COUNTY, OREGON 97107
 (503) 687-0188
 PLSB05-11-AREAS-010

DATE: FEB, 2005
 SCALE: 1" = 50'
 DRAWN: BA
 JOB: SCL 04-080
 SHEET: 1
 OF 6 SHEETS

Sandy Bluff 6

SITUATED IN THE SW 1/4 & SE 1/4 SECTION 11, T.2S., R.4E., W.M.
CITY OF SANDY, CLACKAMAS COUNTY, OREGON

FEBRUARY 2008 SCALE: 1" = 50'

THIS SURVEY WAS PREPARED USING
HEWLETT-PACKARD PRODUCT NO. 516454
INK ON HWAN VWF POLYESTER FILM.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Kent Griffin
OREGON
JULY 26, 1985
KENNETH D. GRIFFIN
2147
RENEWABLE 6/30/09
0316 - P

BOOK 139 PAGE 012

SHEET 1 OF 3

NO. 4240

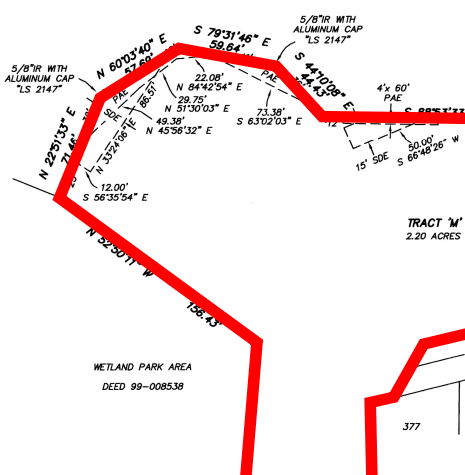
GRIFFIN LAND SURVEYING INC.
6107 SW MURRAY BLVD. #409
BEAVERTON, OR. 97008
(503) 579-8503

INDEX:

- SHEET 1: LOTS 332 THRU 351, TRACTS L' AND W'.
- SHEET 2: LOTS 352 THRU 380, TRACTS J', K' AND W'.
- SHEET 3: NARRATIVE, SURVEYOR'S CERTIFICATE, NOTES, APPROVALS, DECLARATION AND ACKNOWLEDGMENT.

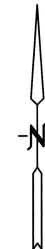
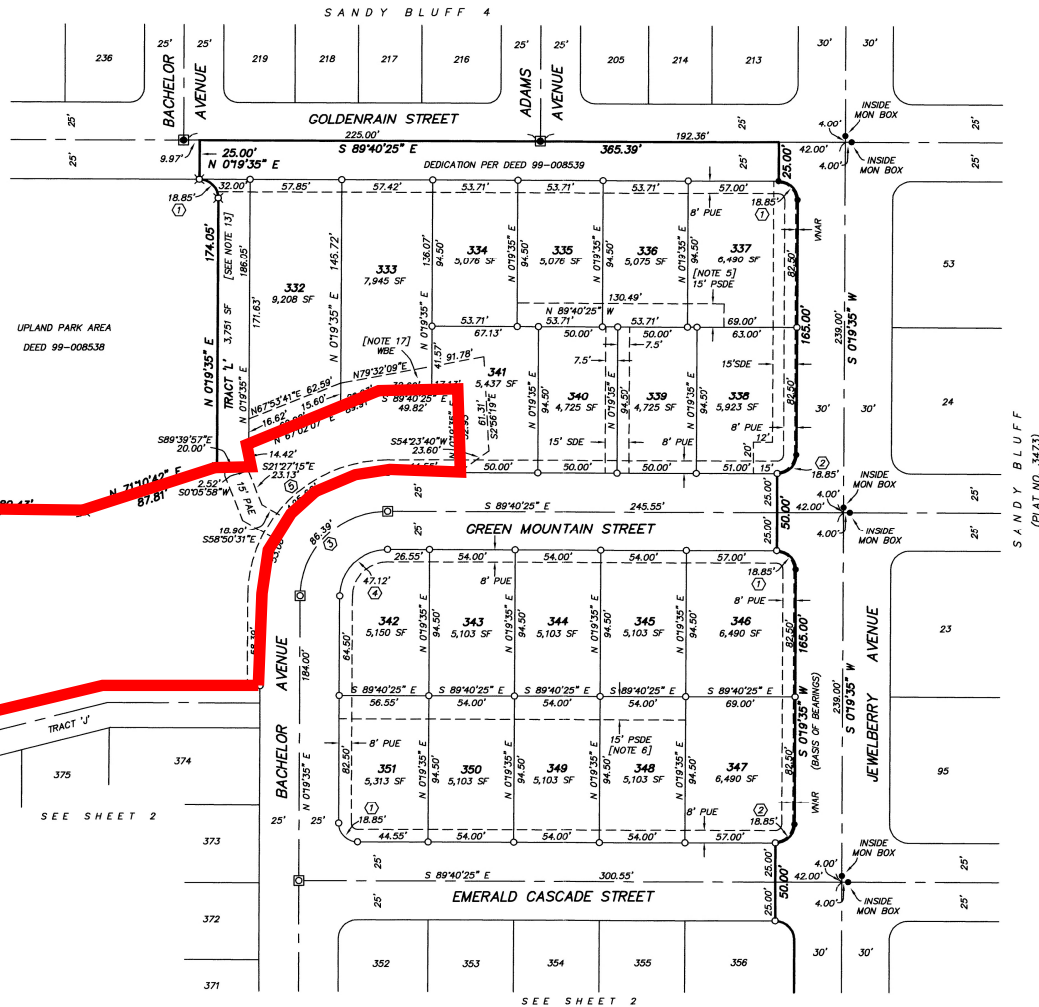
LEGEND:

- - DENOTES FOUND AND HELD 5/8" IR WITH YPC ASSOC. LAND SURVEYORS INC. PER P1, P2 OR SN 28841, UNLESS NOTED OTHERWISE.
- - DENOTES FOUND AND HELD 5/8" IR WITH YPC "LS 2147" INSIDE MONUMENT BOX PER P3.
- ⊠ - DENOTES 5/8" x 30" IRON ROD WITH YPC "LS 2147" INSIDE MONUMENT BOX, SET ON 5/26/08.
- ⊘ - DENOTES 5/8" x 30" IR WITH YPC "LS 2147", TO BE SET DURING REMAINING MONUMENTATION, SET ON 02-28-2008.
- YPC - YELLOW PLASTIC CAP (INSCRIBED AS NOTED)
- YPC1 - 5/8" IR WITH YPC "GBC OR 979 WA 21707" PER SN 27435
- YPC2 - 5/8" IR WITH YPC "MCCONNELL" PER SN 18039
- IR - IRON ROD
- IP - INSIDE DIA. IRON PIPE
- SF - SQUARE FEET
- R1 - RECORD SURVEY NO. 28009
- P1 - PLAT OF "SANDY BLUFF"
- P2 - PLAT OF "SANDY BLUFF 2"
- P3 - PLAT OF "SANDY BLUFF 3"
- PAE - PEDESTRIAN ACCESS EASEMENT
- PUE - PUBLIC UTILITY EASEMENT
- PSDE - PRIVATE STORM DRAIN EASEMENT
- SDE - PUBLIC STORM DRAIN EASEMENT
- SDR - PUBLIC STORM DRAIN EASEMENT
- SLE - SLOPE EASEMENT
- VMAR - VEHICULAR NON ACCESS RESTRICTION IN FAVOR OF THE CITY OF SANDY
- WBE - WETLAND BUFFER EASEMENT



CURVE DATA:

NO	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD
(1)	12.00'	80°00'00"	18.85'	N44°40'25"W	16.97'
(2)	12.00'	80°00'00"	18.85'	N45°19'35"E	16.97'
(3)	55.00'	80°00'00"	86.39'	S45°19'35"W	77.78'
(4)	30.00'	80°00'00"	47.12'	S45°19'35"W	42.43'
(5)	80.00'	80°00'00"	125.69'	S45°19'35"W	113.14'



Sandy Bluff 6

BOOK 139 PAGE 012

SHEET 2 OF 3

No. 4240

SITUATED IN THE SW 1/4 & SE 1/4 SECTION 11, T.2S., R.4E., W.M.
CITY OF SANDY, CLACKAMAS COUNTY, OREGON

FEBRUARY 2008 SCALE: 1" = 50'

Griffin Land Surveying Inc.
6107 SW MURRAY BLVD. #409
BEAVERTON, OR 97008
(503) 579-8503

CURVE DATA:

ID	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD
(1)	12.00'	80°00'00"	18.85'	N44°40'25" W	16.87'
(2)	12.00'	80°00'00"	18.85'	N45°19'35" E	16.87'
(3)	100.00'	4°57'17"	84.87'	S2°35'11"E	82.35'
(4)	577.77'	2°35'47"	26.18'	N48°46'05" W	26.18'
(5)	75.00'	50°18'44"	65.86'	S24°42'47" E	63.78'
(6)	12.00'	89°50'05"	18.81'	S45°14'38" W	16.95'
(7)	12.00'	90°09'55"	18.88'	N44°45'22" W	17.00'
(8)	126.00'	36°59'15"	80.69'	S18°10'03" E	78.30'
(9)	67.50'	20°13'33"	20.30'	S14°31'12" E	20.19'
(10)	167.50'	22°50'53"	62.81'	S2°03'01" W	62.39'
(11)	43.00'	49°11'34"	36.92'	S43°02'15" W	35.80'

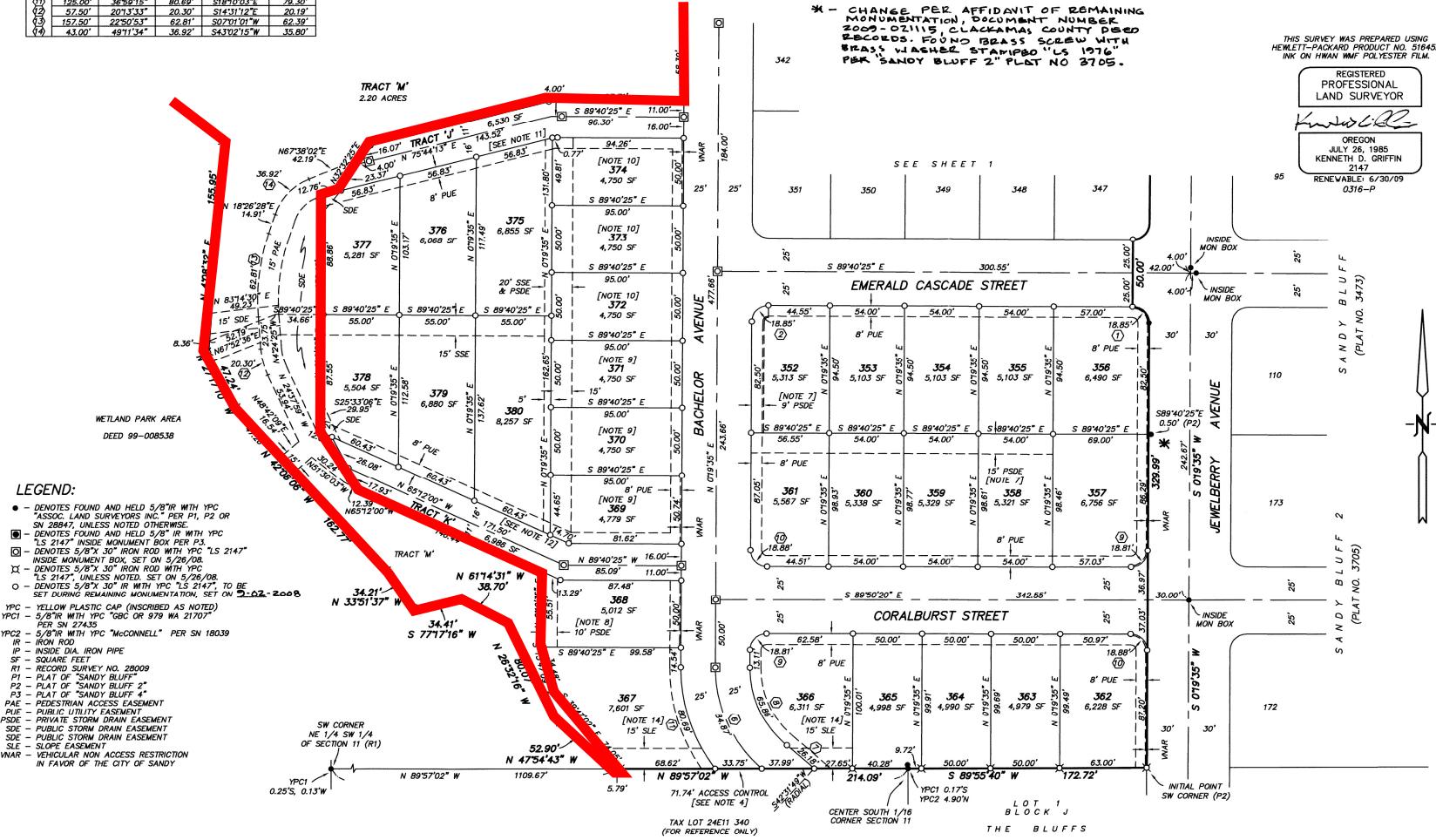
* - CHANGE PER AFFIDAVIT OF REMAINING MONUMENTATION, DOCUMENT NUMBER 2009-021115, CLACKAMAS COUNTY DBED RECORDS. FOUND BRASS SCREW WITH BRASS WASHBOARD STAMPED "LS 1076" PER SANDY BLUFF 2 PLAT NO 3705.

THIS SURVEY WAS PREPARED USING HEWLETT-PACKARD PRODUCT NO. 51645A INK ON HMAN WMF POLYESTER FILM.

REGISTERED PROFESSIONAL LAND SURVEYOR

Kenneth D. Griffin

OREGON
JULY 26, 1985
KENNETH D. GRIFFIN
2147
RENEWABLE 6/30/09
0316-P



- ### LEGEND:
- - DENOTES FOUND AND HELD 5/8" IR WITH YPC "ASSOC. LAND SURVEYORS INC." PER P1, P2 OR SN 28847, UNLESS NOTED OTHERWISE.
 - ◻ - DENOTES FOUND AND HELD 5/8" IR WITH YPC "LS 2147" INSIDE MONUMENT BOX PER P3.
 - ◻ - DENOTES 5/8" X 30" IRON ROD WITH YPC "LS 2147" INSIDE MONUMENT BOX, SET ON 5/26/08.
 - ⊙ - DENOTES 5/8" X 30" IRON ROD WITH YPC "LS 2147", TO BE SET DURING REMAINING MONUMENTATION, SET ON 5-02-2008.
 - - YELLOW PLASTIC CAP (INSCRIBED AS NOTED)
 - YPC1 - 5/8" IR WITH YPC "GBC OR 979 WA 21707"
 - YPC2 - 5/8" IR WITH YPC "MCCONNELL" PER SN 18039
 - IR - IRON ROD
 - IP - INSIDE DIA. IRON PIPE
 - SF - SQUARE FEET
 - R1 - RECORD SURVEY NO. 28009
 - P1 - PLAT OF "SANDY BLUFF"
 - P2 - PLAT OF "SANDY BLUFF 2"
 - P3 - PLAT OF "SANDY BLUFF 3"
 - PAE - PEDESTRIAN ACCESS EASEMENT
 - PSDE - PRIVATE STORM DRAIN EASEMENT
 - PUE - PUBLIC UTILITY EASEMENT
 - PSDE - PUBLIC STORM DRAIN EASEMENT
 - SLE - SLOPE EASEMENT
 - VWAR - VEHICULAR NON ACCESS RESTRICTION IN FAVOR OF THE CITY OF SANDY

SUBJECT: Parks and Trails Master Planning - Staff Update

AGENDA DATE: December 3, 2018

DEPARTMENT: Planning Division

STAFF CONTACT: James A. Cramer, Associate Planner

EXHIBITS:

City Submittal Items

- A. Parks Programing Plan
- B. ADMIN 100 Advisory Boards, Commissions and Committee Policy
- C. 2013 Parks Survey and Associated Results
- D. 2018 Longest Day Parkway Festival Survey, Activity Boards and Results

I. BACKGROUND AND SUMMARY OF CURRENT PROGRESS:

The Planning Division has taken on the responsibility of developing a new parks and trails master plan to update the existing plan, Sandy Parks Master Plan adopted in 1997. Prior to Council approving this shift in responsibility and the City hiring an additional staff member, various department heads and the City Manager completed a Parks Programing Plan to delineate responsibilities associated with City facilities (Exhibit A). In December of 2018, Associate Planner James Cramer was hired to facilitate development and planning efforts within the City as well as manage the planning responsibilities identified within the Park Programing Plan. These responsibilities include managing the City's Parks and Trails Advisory Board (PTAB) established through ADMIN 100 - Advisory Boards, Commissions and Committee Policy (Exhibit B).

With City Council goals, efforts and advisements from the PTAB, staff has made great strides in moving forward with the parks master planning while managing development review. Specifically, the following efforts have been made:

Research –

- Staff has sought, and will continue to seek, the assistance and guidance from City attorneys and additional contracted attorneys specialized in System Development Charge (SDC) law and methodology in an effort of achieving a clear understanding of the existing system to help determine the best practice(s) moving forward.
- Review of the applicable codes, such as the existing Parks Master Plan, Sandy Development Code, Comprehensive Plan and Transportation Systems Plan (TSP), are continuously being analyzed to assist in minimizing any future conflicts when determining facility and policy needs. Staff has recommended to the PTAB that they too review existing codes, specifically the Parks Master Plan, and become familiarized with existing policy and plans to help guide their recommendations with regards to facility and policy needs.
- Staff has reviewed, and will continue to, a variety of local jurisdiction's parks master plans to familiarize trends occurring in local municipal park planning documents and to gain inspiration for design and content in the revised Sandy parks master plan.

- Staff has reviewed, and will continue to review, the PTAB historic findings and recommendations provided by the existing PTAB Chair.

Public Outreach –

- Staff and the PTAB have analyzed the 2013 Parks Survey (Exhibit C) results previously created and distributed by the PTAB. This survey consisted of 10 questions and was completed by 583 participants. The results help identify the demographics, priorities and wants of participants to provide guidance to the city on planning efforts. This survey also presents a potential benefit to future analysis as it identifies general geographic locations of participants (those participants who chose to share such information).
- Staff participated in the City's 2018 Longest Day Parkway Festival where they created and hosted an active participation event, as well as distributed a scaled down survey to adults using the 2013 Parks Survey questions. The activity was designed to capture and distinguish facility preferences between adults and children. The survey yielded 44 adult participants and we received input from 107 children. This survey presented a unique opportunity for staff to capture input from active users of park facilities as staff was set up at the northeast corner of Bornstedt Park. Input from active park users is most beneficial to capture as those respondents are the ultimate users and beneficiaries of master planning efforts.

Needs Assessment –

- Staff has independently conducted site visits to each City park to become acquainted with the facilities and sense of place each park currently offers. During these visits staff took notes on initial impressions, general conditions of facilities and identified positive impressions as well as potential room for improvement.
- Within previous PTAB meetings it has been discussed and advised that Board members complete site visits to familiarize themselves with existing facilities to better assist them in making recommendations to staff and ultimately City Council.
- Staff, with the support of the City Manager, solicited PTAB members to complete a facility condition inventory (on a voluntary basis) to familiarize themselves with the parks/trails facilities while providing the opportunity to identify immediate needs/concerns.
- Staff has also conducted internal meetings to discuss findings and determine logical next steps in the process.

II. ONGOING EFFORTS:

As staff and the PTAB progress with their master planning efforts, staff considers the following to be continuous efforts to aid in the success of an updated parks and trail master plan:

Research –

- Staff will continue to, and encourage the PTAB to, review applicable codes, such as the existing Parks Master Plan, Sandy Development Code, Comprehensive Plan and Transportation Systems Plan (TSP), to minimize potential conflicts when determining recommendations, facility and policy needs.
- Staff will continue to, and encourage the PTAB to, review local jurisdiction's parks master plans to familiarize trends of local jurisdictions and gain inspiration.
- Complete an analysis of state legislation regarding parks and open space to ensure the City's planning efforts are consistent with state goals.

Public Outreach –

- Determine appropriate timing and methods for soliciting public input.

Needs Assessment –

- Continue conducting internal meetings with staff to discuss findings and determine next steps in the process.

III. NEXT STEPS:

Based on the efforts identified in Section I of this Council Update, staff has tentatively identified the following with regards to the most appropriate next steps in the parks planning process:

Research –

- Analyze the “Park Land Definitions” identified within the existing Sandy Parks Master Plan and compare to state, national and local standards for park classification to determine if revisions are needed.

Public Outreach –

- Staff would like to complete additional public outreach to support the 2013 Parks Survey and the 2018 Longest Day Parkway Festival results. Staff is considering alternative opportunities for public outreach while considering the PTAB suggestions of an online survey as it is easy to advertise and can reach many citizens. Another suggestion is to use the existing survey results to host a charrette with the public.

Needs Assessment –

- Staff will continue to consolidate an independent needs assessment with the goal of creating a comprehensive list of capital projects and policy improvements.
- Staff has notified the PTAB that the December 2018 Board meeting agenda will include the initial discussion regarding needs assessment (IE use the existing conditions, knowledge and observations of City facilities, previously discussed findings, etc.) to identify needs. This will help the PTAB organize and identify its formal recommendations regarding capital improvements and master plan goals.
- Once the above two processes have been completed both staff and the PTAB should use the needs analysis to create tentative goal recommendations. Staff would like to host a public participation event. The preliminary idea is to host an open house or charrette style event, to gain public input.
- Staff would like to meet with Council to present both staff and PTAB findings/recommendations as well as the input received from the public. The goal of this Council meeting will be to solicit additional direction from Council for staff and the PTAB to use when completing the final parks master plan document. Note: Any additional requested presentations to Council for direction are welcomed and will be accommodated.

The goal of the above master planning efforts is to create the following three final documents all to be reviewed and approved by Council; a Parks Master Plan, Capital Improvement List and an updated the parks system development charge (SDC) methodology. Modifications to the existing park’s SDC methodology will be completed with the assistance of a consultant.

December 3, 2018

Dear City Council Members:

I am testifying tonight about the status of the Sandy Parks and Trails Master Plan status. 11 months ago, you approved adding funding for a parks planner to perform park planning duties previously done by Nancy Enabnit. We had worked for more than a year on developing and implementing a Community Parks and Trails Needs Survey. Using the results of the statistically viable community survey results and the standardized park protocols found in the National Recreation Parks Association, we began mapping potential future park locations for both neighborhood and community parks. We also mapped out proposed trail corridors to connect our neighborhoods with key destinations. These proposed parks and trails are conceptual in nature as done in the 1997 Master Plan. We also summarized the "existing conditions" section of a draft Parks and Trails Master Plan amendment. All this effort was completed more than 11 months ago.

In the meantime, there has been no significant progress on the Master Plan. There has been a suggestion by staff that we revisit or redo the park survey. Meanwhile, development has continued at a record pace. We lose the opportunity to realize our vision by the lack of an updated plan. There obviously has to be a transition time for new staff, however while the City staff assigned is a dynamic individual, they have no parks planning experience. And understandably, they have been tied up most of the last year on City planning efforts and neighborhood developments leaving little time for parks planning.

I would like to recommend that we hire one of the Parks Planning firms we have used in the past to complete our Parks and Trails Master Plan with the survey data already compiled. I would see next steps as:

Conduct a City Council and Planning Commission to review existing survey results and tentative parks and trails proposed – January, 2019

Hire a Parks and Trails Planning Firm to complete a draft of the the Sandy Parks and Trails Amendment – February, 2019

Conduct public workshops for the community to review specific park proposals and design features to get feedback = Mar-April, 2019

Work with the contractor to complete the Park and Trails Amendment – May – June 2019.

We desperately need to have this document completed to move forward, apply for grants, and make progress on our parks and trails.

Sincerely,

Kathleen Walker



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, August 22, 2018 City Hall-
Council Chambers, 39250 Pioneer
Blvd., Sandy, Oregon 97055 7:00 PM

COUNCIL PRESENT: Bethany Shultz, Board Member, Kathleen Walker, Board Member, Michael Weinberg, Board Member, Susan Drew, Board Member, Valerie Wicklund, Board Member, and Jeremy Pietzold, Council President

COUNCIL ABSENT:

STAFF PRESENT: James Cramer, Associate Planner

MEDIA PRESENT:

1. Roll Call

2. Public Comment
None.

3. Changes to the Agenda
James added "Photographer" to staff updated
Kathleen added "Special Use Permits" to agenda to Old Business

4. New Business

4.1. (Kim Yamashita) Parks and Trails Advisory Board visioning and a parks maintenance projects.

Kim solicited for the Parks & Trail Advisory Board (PTAB) to collect and document Parks maintenance needs. The intent is to create a "master list" of maintenance needs to be passed to Public Works to prioritize and complete. Life safety concerns first priority. Discussion regarding historic and future strategies commenced along with discussion regarding position roles. Kathleen volunteered to create a spreadsheet to use for consistent inventory. PTAB will brainstorm and revisit strategies at the next meeting.

4.2. (James Cramer) Parks and Trails Advisory Board 2018 Inventory
Discussion of Maintenance vs. Capital Improvement commenced.

James introduced a simplified worksheet to capture maintenance needs, possible capital improvements and general comments. Based on the discussion from Item 4.1 of this meeting, the Board will defer to the next meeting to discuss a set of standards to help create consistent results. Kim introduced the Monday.com program that the City internally uses to manage projects, workloads, etc.

4.3. Photographer

Our Economic Manager, David Snider, has an uncle who is a photographer and will be taking photos of Sandy for the website and will be taking photos of City parks. Discussion on potential photos to take commenced and suggestions were made to be passed on to David.

5. Old Business

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Kim discussed the efforts made to create a special use/event permit policy for the City. Completed at staff level and similar to land use process. Discussion, as well as Q&A, commenced.

6. STAFF UPDATES

6.1. Agenda Postings

James gave a tutorial of the new ICompass system for public hearing meetings and updated the Board on how they will be receiving agendas moving forward.

6.2. Sandy Community Campus Parkland Annexation

James updated the Board that the City Council certified the challenge period has been met therefore the ballot title will be submitted to Clakamas County to be added to the November 6th Ballot. It was discussed that individuals can independently submit a letter to be added to the voter's pamphlet should they wish to.

6.3. Longest Day Parkway Adult Survey Results

James provided an update to the Adult's results from the Longest Day Parkway survey. Discussion regarding the differences between Park Type and Amenities, as well as future use of the results and various ideas based on the amenities identified, commenced.

7. Consent Agenda

7.1. Meeting Minutes

8. Adjourn

Draft



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, October 17, 2018 City Hall-
Council Chambers, 39250 Pioneer Blvd.,
Sandy, Oregon 97055 7:00 PM

COUNCIL PRESENT: Bethany Shultz, Board Member, Kathleen Walker, Board Member, Michael Weinberg, Board Member, Susan Drew, Board Member, and Valerie Wicklund, Board Member

COUNCIL ABSENT: Jeremy Pietzold, Council President

STAFF PRESENT: James Cramer, Associate Planner

MEDIA PRESENT:

1. Roll Call

2. Public Comment

James Cramer announced he has been in communication with a prospective Board member.

Kathleen Walker announced she has solicited the open positions on the Tickle Creek Trail Facebook site as well as encouraged the other Board members talk to people about the opportunity.

3. Changes to the Agenda

Kathleen Walker added proposed Jonsrude Signage to the Staff Updates section of the agenda.

4. New Business

4.1. Roll Tide Proposed Development:

James Cramer presented the documentations from a previously held pre-application meeting in which the applicant proposed a land division and residential development that included the dedication of parkland and/or fee-in-lieu payment. Discussion on code requirements, alternatives and expectations commenced. The following was recommended by the Board which will be forwarded to the applicant for consideration:

- PTAB would like to see all the required parkland dedication (1.94 acres) be dedicated to the City.
- Design the stormwater pond to be linear to the east side of the dedicated parkland and “beatified” as to appear as an amenity (ex. Sandy Bluff Park).
- If no street is proposed on the east side then add an amenity such as a pedestrian walking path in the dedicated parkland.

Additionally, the following questions were presented to staff to which James Cramer said he would find the answers for.

- What are the stormwater detention standards, specifically "beautification"?
- What are the options for appealing a decision made by an approval body (IE. staff, City Council, Planning Commission)?

4.2. **Public Engagement Opportunities:**

James reminded the Board of the two previous public participation efforts, 2013 Parks Survey and 2018 Longest Day Parkway Dot Activity, and solicited recommendations for any additional opportunities. Suggested by the Board were:

- An online survey as it reaches many and is cost effective (Bethany Shultz).
- Consider the public engagement process complete and host a charrette using the data we currently have to present the findings to public.
- Engage with focus groups.

5. **Old Business**

5.1. **“Facility Condition Inventory”:**

James Cramer reiterate the intentions of the proposed facility conditions inventory activity was to help the Board familiarize themselves with the existing parks/trails facilities while providing the opportunity to identify immediate needs/concerns. James expressed the Public Works Director's intentions of completing a thorough inventory of the City's facilities and that this voluntary activity is not intended to be an thorough analysis. Kathleen Walker expressed concern of having Board members volunteer to complete condition inventories to which a description of Recreational Immunity was provided to the Board. After staff's conversation with City Attorney, David Doughman, it was determined that board members participating in this volunteer opportunity would be an "agent" of the City and be covered under Recreational Immunity.

6. **STAFF UPDATES**

6.1. ADMIN 100 Advisory Boards, Commissions and Committee Policy:

James Cramer provided some background to and a copy of ADMIN 100 which details Advisory Boards, Commissions and Committee Policy to the members. Additionally, James provided a copy of the City Council goals for member's records.

6.2. Parks Programming Plan:

James Cramer provided some background to and a copy of the City's Parks Programming Plan to the members. Kathleen Walker noted that the document should include grant research and acquisition under the responsibility of the Planning Department to which James confirmed. Various situations were discussed among members and staff to better understand the break down of responsibilities. James expressed that the programming is new to City staff therefore there would be some adjustment as things move forward.

6.3. Barlow Trail Monument Repair:

James Cramer updated the Board on Public Work's efforts into getting a contract to upgrade the Barlow Trail Monument after it sustained damage due to vandalism. Repairs are tentatively planned to begin in November.

6.4. Daniloff Photography:

James Cramer announced that the photographs taken by Daniloff Photography were available for viewing and provided the instructions on how to view them. It was mentioned that the photos could potentially be used in the proposed parks master plan.

7. BOARD UPDATES

Board Updated

8. Consent Agenda

8.1. Meeting Minutes

It was determined that the Meeting Minutes from August 22, 2018 would be reviewed and approved at the next scheduled Parks and Trails Advisory Meeting.

9. Adjourn



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